

**Minutes of the Grinnell City Council Meeting  
Monday, November 15, 2004**

The City Council of the City of Grinnell met in regular session in the Council Chambers of the Grinnell Community Center, 927 4<sup>th</sup> Avenue, Grinnell, Iowa, at 7:03 p.m., Monday, November 15, 2004. Mayor Canfield presided.

Roll Call:           PRESENT:       Elliott, Wilson, White, Worley, Witt, McNaul

PERFECTING AND APPROVAL OF AGENDA:

Moved by ELLIOTT, second by WHITE, to approve the Agenda and the Consent Agenda. Roll Call Vote: Ayes: Elliott, White, McNaul, Witt, Worley, Wilson. Motion carried.

CONSENT AGENDA:

- Previous minutes as drafted from the Monday, November 1, 2004 Regular Session.
- Approval of the Clerk's Report.
- Approval of the Treasurer's Report.
- Request from the Grinnell Area Chamber of Commerce in regard to the Jingle Bell Holiday.
- Request from the Grinnell Area Chamber of Commerce in regard to the Christmas Decorations.
- Approval of the Class LC Liquor License Renewal for The Depot Crossing Restaurant, 1014 3<sup>rd</sup> Avenue.

PUBLIC HEARING:

Mayor Canfield opened the Public Hearing in regard to the property lease for the airport hanger commonly known as GTE Hanger by Manatt's Inc. at 7:05 pm. The Mayor asked Clerk Hage if any comments or objections had been received prior to the meeting. She stated that no comments or objections had been filed prior to the meeting. Mayor Canfield then asked for comments and objections from the citizens present. There were none.

Moved by MCNAUL, second by ELLIOTT, to close the Public Hearing at 7:06 pm. Roll Call Vote: Ayes: McNaul, Elliott, Wilson, Worley, White, Witt. Motion carried.

Elliott reviewed the work being completed at the airport to improve the facility and encourage use by more pilots. She noted this lease agreement will provide the city a lump sum payment of \$70,000.00 in exchange for 10 years of use of the hanger

Moved by ELLIOTT, second by WITT, to authorize the Mayor to execute the lease. Roll Call Vote: Ayes: Elliott, Witt, McNaul, Worley, Wilson, White. Motion carried.

**\*\*Please Note:** The following hearing was tabled until later in the meeting due to the delayed arrival of Mr. Lacina.  
Public Hearing in regard to the Economic Development Set Aside Application for Wildwood Natural Foods, Inc.

Mayor Canfield opened the Public Hearing in regard to the proposition of the issuance of not to exceed \$3,500,000.00 General Obligation Bonds (for an essential corporate purpose) of Grinnell, Iowa at 7:07 pm. The Mayor asked Clerk Hage if any comments or objections had been received prior to the meeting. She stated that no comments or objections had been filed prior to the meeting. Mayor Canfield then asked for comments and objections from the citizens present. There were none.

Moved by MCNAUL, second by ELLIOTT, to close the Public Hearing at 7:08 pm. Roll Call Vote: Ayes: McNaul, Elliott, Witt, White, Worley, Wilson. Motion carried.

Mayor Canfield opened the Public Hearing in regard to the proposed plans, specifications and form of contract for 2004 Lang Creek Crossing – Phase 1A Project in the City of Grinnell, Iowa at 7:08 pm. The Mayor asked Clerk Hage if any comments or objections had been received prior to the meeting. She stated that no comments or objections had been filed prior to the meeting. Mayor Canfield then asked for comments and objections from the citizens present. There were none.

Moved by WHITE, second by ELLIOTT, to close the Public Hearing at 7:09 pm. Roll Call Vote: Ayes: White, Elliott, Wilson, McNaul, Worley, Witt. Motion carried.

Elliott commented that the bid process was very complicated and there is substantial confusion around the bids requiring further review prior to the council taking any action.

Moved by ELLIOTT, second by WITT, to table this issue until a time later this week to allow for staff to resolve the bid issues. Roll Call Vote: Ayes: Elliott, Witt, White, McNaul, Wilson, Worley. Motion carried. The special meeting was scheduled for Wednesday, November 17, 2004 at 6:00 pm.

#### COMMUNICATIONS:

- I. Thank You: SCE
- II. Poweshiek Iowa Development: Thursday, October 21, 2004
- III. Finance Committee: Monday, November 1, 2004
- IV. Public Works and Grounds Committee: Monday, November 1, 2004
- V. Stewart Library: Monday, October 25, 2004
- VI. Zoning Board of Adjustment: Friday, October 15, 2004
- VII. Human Rights Commission: September 20 and October 18, 2004
- VIII. Civil Service Commission: Thursday, November 4, 2004
- IV. Planning and Zoning Commission: Tuesday, November 9, 2004

#### OLD BUSINESS:

- I. Report from the Finance Committee.
  - o Discussion in regard to the Iowa Transportation Museum Vision Iowa Grant Application.

White reviewed the proposal to amend the Vision Iowa – Iowa Transportation Museum Grant Application. He explained that the matching funds needed to complete the application as previously proposed have not yet been collected to date. The project can move forward with a reduced scale that matches the funding currently available and still complete portions of the first phase which comprises of stabilizing and rehabilitating the Administration Building. Future phases will still be eligible for further Vision Iowa funding. White said that this effort will allow for ongoing construction

Moved by WHITE, second by ELLIOTT, to approve the amended application. Roll Call Vote: Ayes: Elliott, Wilson, McNaul, Worley, Witt. Motion carried.

- o Discussion in regard to the Deputy City Clerk Position.

White reviewed the hiring process in regard to the position. The committee discussed the residency requirement and that it does apply to this position.

- o Discussion in regard to the federal payroll tax submittals.

White reviewed the reporting process and that recent changes in the internal payroll process have caused delay in reporting. The City had incurred a penalty due to delay in submission and staff and the committee wanted the Council to be aware. The issues have been resolved and should not cause any problems in the future.

- o Discussion in regard to the use of Moody's Investor Service, Inc. credit rating.

White discussed the rating process and how achieving a positive Moody's rating will result in a reduced interest rate. The savings that can be realized by this process would be substantial during the retirement of the Central Business District bonds.

Moved by WHITE, second by ELLIOTT, to proceed with Moody's Credit Rating process.

Council Member Witt questioned the rating process and what would happen if the city did not receive the rating as projected. Elliott explained that a lesser rating would still save the city far more than the cost of the rating process.

Roll Call Vote: White, Elliott, Worley, Wilson, McNaul, Witt. Motion carried.

- Review of the Capital Improvement Plans for Commercial Solid Waste.

This item was not reviewed. It will be discussed at the next Finance Committee meeting. There was no action taken on this item.

- Recommendation in regard to the requests for assistance from the Campbell Fund.

The requests were approved as presented.

White noted that the committee did discuss the Renaud Annexation.

II. Report from Public Works & Grounds Committee.

- Review of the Creek Naming Contest results.

Elliott introduced the Creek Naming Committee and the winners of the contest. The winners received a Sesquicentennial t-shirt, a plaque and a vial of water from the creek in which they named. The creeks were named as followed:

Creek A – Hazel Creek, Creek B – Wood Creek, Point of Confluence – Hazelwood Creek. Creek names were submitted by Libby Anderson.

Creek C – Hobo Run Creek. The creek name was submitted by Lawrence McNaul.

McNaul briefly explained that his suggestion was prompted by local history that describes that hobos and train bums would exit the trains at a point near the lake because it was the first source of water that they came to as they reached town. They were able to clean up in the creek because at that time the lake was not within city limits.

Creek D – Sweetwater Creek. The creek name was submitted by Betty Courter. Her suggestion was based on the fact that the water that flows into the creek comes from Sugar Creek, it must be pretty sweet.

Elliott thanked the committee for their hard work. She also explained that the names will be provided to the USGS for official submission and recognition.

Moved by WHITE, second by ELLIOTT, to approve the names of the creeks as stated above. Roll Call Vote: Ayes: White, Elliott, Witt, McNaul, Wilson, Worley. Motion carried.

- Review of the Airport Capital Improvement Plan, summary of ongoing airport projects and approval of the engineering agreement proposed by CGA for services related to the AWOS project.

Elliott reviewed the process of moving forward with the installation of the AWOS system. The total project cost is estimated at \$120,000.00. Federal entitlement funds are available to cover the cost of 95% of the project. The city will be required to submit the remaining 5% of funding. The city can move forward, however clarification has not been provided in regard to the long term maintenance costs. In several other situations, the state has assumed those costs. Elliott stated that the city must have the engineer under contract as of today or it will lose its eligibility for funding of this project.

Moved by ELLIOTT, second by WITT, to contract with CGA, Inc. for the engineering of the AWOS system, however they may not incur any costs under the contract until the maintenance of the system has been determined. Roll Call Vote: Ayes: Elliott, Witt, Worley, Wilson, McNaul, White. Motion carried.

Elliott discussed a second item in regard to the Airport Layout Plan and the update required to change rate categorization of the airport. The city continues to improve the airport to pursue the classification "C". The difference is that the amenities will allow expanded use of the airport by other jets and aircraft. A new plan will be required to show the airport

classified as a "C." The study will cost \$40,000.00 and will likely be covered by grants reducing the city's cost to approximately \$2,000.00.

Moved by ELLIOTT, second by MCNAUL, to direct staff to identify funding for the Airport Layout Plan update.

Council Member Worley called for discussion and requested a strategic meeting in regard to the airport, its impact on the community, and clarification of how much money will be spent on each project. Elliott stated that she and the City Manager would schedule a time to meet with him to discuss the projects.

Roll Call Vote: Ayes: Elliott, McNaul, Worley, Wilson, Witt, White. Motion carried.

Finally, Elliott discussed the need for the construction of an additional t-hanger. Both the pilots and the FBO at the airport have assured the city that there is a need for additional hangers. The committee agreed that the construction will be the same standard as the existing hanger. The goal of the project was to fund the construction with limited use of tax payer dollars and city funds. The original project cost was \$260,000.00; however material cost has increased the price to \$315,000.00. The city has received a \$50,000 grant, in addition to being able to use federal entitlement funding for construction related to the apron and taxiway. This would allow for an additional \$140,000.00 for concrete work. The approval and execution of the lease of the GTE Hanger will provide \$70,000.00 up front for the project leaving a funding gap of \$55,000.00.

Moved by ELLIOTT, second by WITT, to proceed with the t-hanger project and to encourage the pilots to attempt to fund raise half of the remaining \$55,000.00, and the balance will be paid by the rent revenue generated by the new hangers.

Council Member Worley called for discussion and the payback of the project of a little over four years if the pilots are unable to raise any portion of the funding. Behrens stated that the debt should be retired within a period of 5 to 20 years (there are caveats of portion of rent payment to the FBO and interest on the bonds.) Elliott introduced Bill Grabe – CGA Inc. – to explain the breakout of the project into the two projects has allowed the use of the entitlement funding. He felt this was the best option for the city as there are not many programs available that will offset the cost of hanger construction. The Manatt's lease payment would be applied to the construction of the hanger. Behrens stated that he had investigated the available space at the airport and that there is truly no further space for the city to provide for storage of aircraft. Grabe also commented that the indirect benefits of having more aircraft based at the airport will lead to more fuel sales and increased maintenance work revenues. McNaul also commented the concern expressed of the pilots of the aircraft being so compact that accidents are of concern.

Roll Call Vote: Elliott, McNaul, White, Witt, Wilson, Worley. Motion carried.

Moved by ELLIOTT, second by WITT, to authorize the Mayor to sign the required documents to commit the entitlement funding for the airport. Roll Call Vote: Ayes: Elliott, Witt, Wilson, White, Worley, McNaul. Motion carried.

Elliott noted that the committee did change the scheduling of the Airport Improvement Projects by moving the security fence for the airport buildings to top priority.

The committee briefly reviewed the progress in regard to the storm water utility. More information will be provided in the spring.

#### NEW BUSINESS:

Behrens reviewed the proposed changes to the Grinnell Police Department staffing structure due to budget and grant reductions. The authorized staffing of the force of 17 officers has been reduced to 14 officers. An issue has arisen due to the reduction in staff is now providing nearly one manager for every officer. This ratio is not in compliance with the FLSA regulation. The demotion of two sergeants to patrol officer and one captain to sergeant has been proposed to correct the issue. Civil Service has reviewed and approved the demotions of the two sergeants. The captain demotion was tabled due to further research being completed.

Elliott commented that the demotion is not reflective of performance, it has no bad connotation whatsoever, it has unfortunately resulted from reduced staffing. The files of the officers will be protected to note that information.

Moved by ELLIOTT, second by WILSON, to affirm the judgment of the Police Chief and the City Manager to demote the sergeants to patrol officers as discussed.

Council Member Wilson called for clarification in regard to the demotion of the captain. Elliott clarified the captain demotion was not included in the motion. McNaul noted that this was a very difficult decision to make that the Police Chief has assured them that all other options have been exhausted. Worley commented that his concern is that the citizens understand the different funding sources and the way the some funding must be spent. He agreed this action was very painful but should be disconnected from all other discussion held earlier in the evening in regard to other projects. Wilson commented that the level of coverage will remain as usual and the department is staffed at a reasonable level for the community.

Roll Call Vote: Elliott, Wilson, McNaul, White, Worley, Witt. Motion carried.

Mayor Canfield opened the Public Hearing in regard to the Economic Development Set Aside Application for Wildwood Natural Foods, Inc. at 7:52 pm. The Mayor asked Clerk Hage if any comments or objections had been received prior to the meeting. She stated that no comments or objections had been filed prior to the meeting. Mayor Canfield then asked for comments and objections from the citizens present. Mr. Tom Lacina – Wildwood Natural Foods – explained that the proposed funding would assist with the integration of Wildwood Natural Foods and Pulmuone. This project will be the only facility in the United States dedicated to natural soy products and they are anticipating growth of the facility and added jobs over the next three years. McNaul felt that the company had done a great job of bringing the expansion to Grinnell.

Moved by ELLIOTT, second by WHITE, to close the Public Hearing at 7:57 pm. Roll Call Vote: Ayes: Elliott, White, McNaul, Witt, Worley, Wilson. Motion carried.

Moved by ELLIOTT, second by WITT, to approve contract and documentation as required for the application submission. Roll Call Vote: Ayes: Elliott, Witt, Worley, White, McNaul, Wilson. Motion carried.

#### FIRST READING OF THE ORDINANCE

The first reading of Ordinance No. 1238: "AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF GRINNELL, IOWA BY AMENDING PROVISIONS PERTAINING TO CHAPTER 21, ARTICLE II, (TREES IN AND ADJOINING PUBLIC WAYS.)" was tabled by consensus of the Council to next regular session.

#### SECOND READING OF THE ORDINANCES:

Moved by WORLEY, second by MCNAUL, to conduct the second reading of Ordinance No. 1239: "AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF GRINNELL, IOWA BY AMENDING PROVISIONS PERTAINING TO CHAPTER 13, SECTION 13-508 (PARKING RESTRICTIONS.)" Roll Call Vote: Ayes: Worley, McNaul, Wilson, White, Witt, Elliott. Motion carried.

Moved by MCNAUL, second by WILSON, to conduct the second reading of Ordinance No. 1240: "AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF GRINNELL, IOWA BY AMENDING PROVISIONS PERTAINING TO CHAPTER 13, SECTION 13-503 (ONE WAY ALLEYS.)" Roll Call Vote: Ayes: McNaul, Wilson, Elliott, Worley, White, Witt. Motion carried.

#### APPROVAL AND ADOPTION OF THE RESOLUTIONS:

The adoption of Resolution 2724: "A RESOLUTION ESTABLISHING RULES AND REGULATIONS IN REGARD TO TREES." was tabled by consensus of the Council to the next regular session.

Moved by ELLIOTT, second by WHITE, to approve and adopt Resolution 2731: "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED \$3,500,000.00 GENERAL OBLIGATION BONDS." Roll Call Vote: Ayes: Elliott, White, Worley, McNaul, Wilson, Witt. Motion carried.

Moved by WHITE, second by ELLIOTT, to approve and adopt Resolution 2732: "RESOLUTION DIRECTING THE ADVERTISEMENT FOR SALE OF \$3,500,000.00 GENERAL OBLIGATION BONDS, AND APPROVING ELECTRONIC BIDDING PROCEDURES." Roll Call Vote: Ayes: White, Elliott, McNaul, Wilson, Witt, Worley. Motion carried.

Moved by WHITE, second by ELLIOTT, to approve and adopt Resolution 2733: "A RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATION FOR FEDERAL AIRPORT IMPROVEMENT PROGRAM FUNDING AND CERTIFYING ELEGIBILITY REQUIREMENTS." Roll Call Vote: Ayes: White, Elliott, Worley Witt, Wilson, McNaul. Motion carried.

Moved by WILSON, second by WHITE, to approve and adopt Resolution No. 2734: "A RESOLUTION TO APPROVE IMPROVEMENT PROJECTS AS SUBMITTED FOR PROPERTY AND REQUEST TAX EXEMPTION FOR THIS IMPROVEMENT ACCORDING TO CHAPTER 404 OF THE STATE CODE (David A. and Catherine J. Pierce , 300 Brandon Street South.)" Roll Call Vote: Wilson, White, McNaul, Witt, Worley, Elliott. Motion carried.

The following resolutions were not acted on at this meeting:

Resolution No. 2735: "A RESOLUTION ADOPTING PLANS, SPECIFICATIONS, ESTIMATE OF COST AND FORM OF CONTRACT (2004 LANG CREEK CROSSING – PHASE 1A.)"

Resolution No. 2736: "A RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT – 2004 LANG CREEK CROSSING – PHASE 1A"

INQUIRIES:

The council noted that the Planning Committee will meet to review the action taken by the Planning and Zoning Commission in regard to the Renaud Annexation and will make a recommendation to the city council at the next regular session.

ADJOURN:

Moved by WHITE, second by ELLIOTT, to adjourn this regular session of the Grinnell City Council. Vote: (6) ayes, motion carried.

ATTEST:

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Gordon Canfield, Mayor

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Cassandra R. Hage, City Clerk